

State of Illinois  
Department of Central Management Services  
Bureau of Personnel  
Springfield, Illinois 62706

**Supplementary Examination Announcement**

**PUBLIC SERVICE ADMINISTRATOR - 37015**

Monthly Salary Range: \$3116 - \$9765

Option 6C: Health Statistics

General duties:

A Public Service Administrator option C (demographer) functions as the State Demographer in the Federal-State cooperative for Population Estimates (FSCPE) and represents the Illinois Department of Public Health and Governor's Office in dealings with U.S. Bureau of the Census managing and evaluating demographic research activities of a highly complex, scientific, technical and social nature; develops and implements a management plan for highly technical mathematical models and statistical methodologies in the preparation of population estimates, scientific reports and documents.

A Public Service Administrator option C (quantitative researcher/epidemiologist) develops, designs, and conducts highly technical planning and analytical studies of highly complex agency-wide health surveillance systems and scientific research projects in the field of chronic disease epidemiology with special focus on cancer, birth defects, occupational disease and injuries, and maternal child health; performs and coordinates scientific investigations and specialized surveillance activities statewide using data from the Illinois Health and Hazardous Substances Registry and other available databases from other institutions or agencies; develops and implements public policy and linkages of department programs; supervises, assigns, coordinates, and provides direction and guidance to a professional staff engaged in the timely collection, assembly, analysis and evaluation of programs, policies and operations related to studies on exposure to hazardous toxic substances with appropriate review of study design and scientific literature.

A Public Service Administrator option C (policy analyst) performs and coordinates highly complex and specialized research and analytical work relating to health issues and the economy of the State of Illinois and substate areas; designs and develops techniques and methodology of research, statistical analysis and reporting of financial and economic data; investigates and evaluates current economic literature related to health policy.

Provides general direction to formation of state health plan for statewide disease and injury prevention, detection and treatment priority programs and to staff involved in database development, epidemiologic analysis and formation of community health plans to improve disease and injury prevention, detection and treatment programs; conducts complex research studies.

Plans, directs and coordinates a statewide program to conduct local health needs assessments and develop community and statewide health plans to improve the quality of state and local prevention, detection and treatment programs for health care reform.

(Continued on reverse side)

---

**YOU NEED NOT APPEAR AT A TEST CENTER FOR THIS EXAMINATION.**

You may either send a completed application (CMS 100) to the Department of Central Management Services, Bureau of Personnel, Room 500, Stratton Office Building, Springfield, IL 62706 or apply online at <http://work.illinois.gov>. Your training and experience will be evaluated from your application.

---

**AN EQUAL OPPORTUNITY EMPLOYER**

Established 2-1-02, BBR Salary 7-1-13, Grade Statement Added 5-07-02, Regions Established 9-10-02, Central Region Changed 9-18-02, County Changes 3-8-10, TX 1-19-05, Regions Removed 1-1-11

The requirements for a minimal passing grade are as follows:

Training and Experience: Requires possession of a Bachelor's degree in epidemiology, demography, bio-statistics, sociology, psychology, economics or related social science research field from an accredited university PLUS four years of professional experience in applied epidemiology, bio-statistics, or in population, or a related research field. It is highly desirable that this professional experience provide:

- (1) the ability to conduct surveillance and investigations to identify the magnitude of community health problems, duration, trends, location and populations at risk;
- (2) the ability to utilize statistical software such as SAS, SUDANN, SPSS, Epilnfo, or STATA;
- (3) the ability to write reports/manuscripts, create and deliver presentations.

Tests and weights: Training and experience 100%.

Length of eligibility period: One year.

Counties in which positions are established: Cook, Sangamon.

Counties listed include all counties in which positions have been established, and do not represent immediate openings. This listing is based on information currently available and is subject to change.